

**CALFRESH REQUEST FOR POLICY INTERPRETATION****PI# 18-42**

**INSTRUCTIONS:** Complete items 1 - 10 on the form. Use a separate form for each policy interpretation request. If additional space is needed, please use the second page. Retain a copy for your records and submit via email to CalFresh-PI@dss.ca.gov.

**Please note:** the policy interpretation provided is based on the unique set of facts presented and should not be assumed to apply in all scenarios.

1. RESPONSE NEEDED DUE TO: <input checked="" type="checkbox"/> Policy/Regulation Interpretation <input type="checkbox"/> QC <input type="checkbox"/> Other: 08/18/2017		5. DATE OF REQUEST: 04/09/2018	NEED RESPONSE BY: 04/30/2018
2. REQUESTOR NAME:		6. COUNTY/ORGANIZATION: San Joaquin County Human Services Agency	
3. PHONE NO.:      EMAIL:		7. SUBJECT: ACL 18-27 Student Eligibility Clarification	
4. REGULATION CITE(S): ACL 18-27		8. REFERENCES: (Include ACL/ACIN, court cases, etc. in references) NOTE: All requests must have a regulation cite(s) and/or a reference(s). ACL 18-27	

9. QUESTION: (INCLUDE SCENARIO IF NEEDED FOR CLARITY):

Page 3 of ACL 18-27 redefines half time student as one who is taking 1/2 the number of units per semester/quarter that would be needed to graduate in 4 years (or 2 if a transfer student). Example, a local college requires a 120 semester units minimum to graduate with a BA. Applying the new definition, the half-time calculations for a freshman would be as follows: 120 units / 8 semesters = 15 units per semester and 1/2 of 15 is 7.5 units. The Institution defines half time as 6 units. Clarification needed from the state: 1) Is this the correct calculation and application of the new definition? 2) The # of units needed to graduate will vary dependent upon the student's chosen major within each institution (not just the institution) because different majors require a different # of units to graduate. Do we give each major a different 1/2 time calculation or do we base it upon the school's minimum number of units to earn a degree? 3) If the student is attending a Community/Jr College for a 2 year AA degree with no intent to become a transfer student/go to a 4 year college, does this rule still apply? 4) How do we apply this rule if the student has not yet chosen a major/unknown # of units needed to graduate?

10. REQUESTOR'S PROPOSED ANSWER:

- 1) Yes, a student attending the above example school with 120 units needed to graduate in 4 years would be considered less than half time if they were taking under 7.5 units. The school's definition of half time would not be used. Those students who were taking less than 7.5 units would not have the ineligible student rules applied.
- 2) CWDs would use the school's minimum number of units needed to graduate in 4 years (or 2 years as applicable), unless the student provided verification that their selected major would take more than the school's minimum number of units in which an adjusted calculation would be made.
- 3) Yes, the new definition would apply to those who attend a Junior/Community College with no intention of becoming a transfer student. CWDs would calculate the number of units needed for an AA/ 2 year graduation and use half of the number of units needed to graduate in 2 years.
- 4) CWDs would use the minimum number of units required to graduate from that school

11. STATE POLICY RESPONSE (CFPB USE ONLY):

1. ACL 18-27 specifies that a half time student shall be defined as attending an institution of higher education on a half-time basis for any semester or term in which he or she enrolls in at least half of the number of credits needed each semester or term to graduate within four years of enrollment as a first-time freshman, or within two years of enrollment as a transfer student, unless prohibited by federal law. Based on the scenario provided, the example calculation given is correct in applying the new definition for half-time. Furthermore, half time attendance would equal 7.5 units per semester, if the required number of credits for the individual major is 120.
2. If the student has decided on his/her major, the county should base its calculation on the number of credits required by the institution for that major. If a student has not selected a major, then the CWD would use the institutions minimum number of units needed to graduate in 4 years or 2 if applicable. STATE RESPONSE CONTINUED ON PG 2

**FOR CDSS USE**

DATE RECEIVED: 04/11/2018	DATE RESPONDED TO COUNTY/ALJ: 04/25/2018
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**CALFRESH REQUEST FOR POLICY INTERPRETATION (Continued)****PI#18-42**

1. RESPONSE NEEDED DUE TO: <input type="checkbox"/> Policy/Regulation Interpretation <input type="checkbox"/> QC <input type="checkbox"/> Other:		5. DATE OF REQUEST: <b>08/18/2017</b>	NEED RESPONSE BY: <b>08/18/2017</b>
		6. COUNTY/ORGANIZATION:	
		7. SUBJECT: <b>08/18/2017</b>	
2. REQUESTOR NAME: <b>08/18/2017</b>		8. REFERENCES: <i>(Include ACL/ACIN, court cases, etc. in references)</i> <b>NOTE: All requests must have a regulation cite(s) and/or a reference(s).</b>	
3. PHONE NO.:	EMAIL: <b>08/18/2017</b>		
4. REGULATION CITE(S): <b>08/18/2017</b>			

**STATE RESPONSE CONTINUED:**

3. Per ACL 18-27, the requirements would still apply to a community college as it is considered an institution of higher education. CWDs should apply the new definition to those transferring and for those receiving an AA with no intention of transferring.

4. When a student has not chosen a major, the CWD must base the half-time calculation on the minimum number of credits required for a student to obtain a General Education Bachelor of Arts degree at that institution of higher education.